



County of Los Angeles CHIEF EXECUTIVE OFFICE

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WILLIAM T FUJIOKA
Chief Executive Officer

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August 18, 2011

To: Audit Committee

From: William T Fujioka
Chief Executive Officer 

BOARD POLICY REVIEW - 5.090: CONSULTANT INDEPENDENCE

Based on a request of the Executive Office of the Board of Supervisors, this Office, in conjunction with the Internal Services Department (ISD), has reviewed the attached Board Policy No. 5.090 - Consultant Independence.

We are recommending the following minor revisions to the Policy: delete Chief Executive Office in the Responsible Department Section and replace it with the Internal Services Department; and extend the sunset review date to November 17, 2015.

Attached is an edited version of the policy, as requested by the Executive Office.

If you have any questions regarding this request, please contact Martin Zimmerman at (213) 974-1326 or mzimmerman@ceo.lacounty.gov, or Joe Sandoval at (323) 267-2109 or jsandoval@isd.lacounty.gov.

WTF:EFS
MKZ:ib

Attachment

c: Executive Office, Board of Supervisors
County Counsel
Internal Services Department

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Los Angeles County BOARD OF SUPERVISORS POLICY MANUAL

Policy #:	Title:	Effective Date:
5.090	Consultant Independence	11/17/81

PURPOSE

Establishes procedures precluding firms or persons that assisted the County in developing or preparing a solicitation document, pursuant to a consultant contract, from subsequently being involved in the bidding process on that solicitation document.

REFERENCE

November 17, 1981 Board Order, Synopsis 107.

POLICY

The County Board of Supervisors has adopted a countywide policy that prohibits any person, or any firm or any subsidiary of a firm [collectively "firm"] from submitting a bid or proposal in any County solicitation process where the firm, under contract, assisted in the development or preparation of the solicitation document(s). This policy does not apply to financial consultants hired in conjunction with the issuance of bonds and/or short term notes.

The following language shall be included in contracts with consultants who provide assistance in the development or preparation of solicitation materials, except for financial consultants on issuance of bonds or short term notes.

Prohibition from Participation in Future Solicitation(s)

Neither Consultant nor any subsidiary of or subcontractor to Consultant shall participate in any way in any future solicitation conducted by County that includes or is based upon any solicitation document that is developed as a result of the services rendered by Consultant under this Agreement. As this prohibition applies to subcontractors of the

Consultant, Consultant shall notify any subcontractors providing services under this Agreement of this prohibition before they commence work under this Agreement. Any response to a solicitation submitted by Consultant or by any subsidiary of or subcontractor to Consultant in violation of this provision shall be rejected by County. This provision shall survive the expiration or other termination of this Agreement.

RESPONSIBLE DEPARTMENT

~~Chief Executive Officer~~

Internal Services Department

County Counsel

DATE ISSUED/SUNSET DATE

Issue Date: November 17, 1981

Review Date: November 20, 2003

Review Date: April 16, 2009

Review Date: September 15, 2011

Sunset Review Date: November 17, 2003

Sunset Review Date: November 17, 2007

Sunset Review Date: November 17, 2011

Sunset Review Date: November 17, 2015

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